



PLANNING AND DEVELOPMENT

200 Third Street North  
Fargo, North Dakota 58102

Phone: (701) 241-1474

Fax: (701) 241-1526

E-Mail: [planning@cityoffargo.com](mailto:planning@cityoffargo.com)

[www.cityoffargo.com](http://www.cityoffargo.com)

**OUTDOOR DINING AREA or OUTDOOR MERCHANDISING AREA  
PERMIT APPLICATION  
(If Required – Encroachment Agreement)**

**Applicant Information**

Name of Business: \_\_\_\_\_

Business Address: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Alternative Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Description of Request: \_\_\_\_\_

Does the request include permanent fixtures, displays, fencing, etc.? ☐ Yes ☐ No

Describe: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please attach the following: \_\_\_\_\_ photograph of the site  
\_\_\_\_\_ drawing with a complete description of the site layout and equipment location

- The application must be accompanied by a permit fee of \$25. An additional \$100 shall be required if an Encroachment Agreement is necessary.
- The permit is not transferable.
- The maximum term for this permit is three years.
- The applicant agrees to comply with all provisions of the City of Fargo Municipal Code, including Sections 18-0312, 18-0313, and 18-0317 relating to outdoor merchandising areas, outdoor dining areas, and encroachment agreements (if applicable).
- The applicant agrees to indemnify and hold the City of Fargo harmless from any and all claims, demands, or causes of action which may result from any permit issued pursuant to applicants request. The applicant must submit with this application proof of insurance to cover the risk of injury to person or property with the city of Fargo named as additional insured. The insurance shall provide minimum coverage for bodily injury of \$1,000,000 per occurrence in the aggregate.

Applicant (Signature): \_\_\_\_\_ Date: \_\_\_\_\_

**Office Use Only**

Outdoor Dining Area **OR** Outdoor Merchandising Area Permit Application: Approved ☐ Denied ☐

Fee(s) Paid: \_\_\_\_\_ Permit - \$25 \_\_\_\_\_ Encroachment Agreement - \$100 Date Paid: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Comments: